



## Tenancy Sustainment Worker

### Role Description

<b>Job Title:</b>	<b>Tenancy Sustainment Worker</b>
<b>Salary:</b>	<b>£12.00 per hour</b>
<b>Hours:</b>	<b>16 hours a week</b>
<b>Start Date:</b>	<b>Immediate Start</b>
<b>Contract Length:</b>	<b>Permanent</b>
<b>Line Manager:</b>	<b>Supported Housing Manager</b>
<b>Location:</b>	<b>Pembrokeshire</b>

### Supported Housing Project

The Housing Project aims to provide a range of supported accommodation and community support which will enable people with long term mental health problems to have the capability, independence, skills, and confidence to access and / or sustain their tenancy and live independently, build financial capability, to prevent homelessness.

# **Tenancy Sustainment Worker**

## **Your Responsibilities**

The postholder will:

- Support clients to sustain their tenancy agreement and advise the client on issues that may threaten the stability of their tenancy.
- Encourage and motivate clients to engage with their local community and to benefit from these connections by reducing social isolation and improving wellbeing.
- Support clients to identify goals and aspirations in line with the Housing Support Grant Outcomes.
  1. People have positive and healthy relationships with people in their lives.
  2. People feel safe.
  3. People have independence and control of their day to day lives.
  4. People are engaged in something meaningful to them.
  5. People's physical health is good.
  6. People are managing the impact of their dependency.
  7. People's mental health and well-being is good.
- Complete individual support plans with clients.
- Complete individual risk assessment with clients.
- Conduct 6 monthly reviews of individual tenancy support plans and risk assessments in line with the Housing Support Grant requirements.
- Update client activity logs on the client management system regularly.
- Use the client management system to record measurable outcomes.
- Communicate effectively and professionally with external agencies and relatives.
- Ensure that relevant paperwork is completed, submitted, and maintained as directed by the Supported Housing Manager.

- Understand and comply with Data Protection in line with our GDPR policies.
- Report any issues of concern relating to the welfare and safety of our clients in line with our safeguarding policy.
- Promote independence and a positive attitude to well-being.
- Promote all of Mind's projects and services for the benefit of the client.
- Any other duties as determined by the Supported Housing Manager.



## **Person Specification**

### **Tenancy Sustainment Worker**

This Person Specification details the requirements we believe are essential and desirable to carry out the requirements of this role.

Applicants should use the Job Description and Person Specification to demonstrate how they meet these requirements, as the selection process for interview scores applicants against these criteria.

If an applicant is successful at interview, the offer of the role is dependent upon a DBS check and two references.

<b>Personal Attributes</b>
1. Person-centred
2. Encouraging
3. Motivational
4. Empowering
5. Non-judgemental
6. Flexible